

EMPLOYEE HANDBOOK
Policies and Procedures

Section 5: Forms

5.9 ACKNOWLEDGEMENT OF CODE OF CONDUCT

I hereby acknowledge that I have received and read First-St. Andrew's Employee Code of Conduct and that I am fully aware of its terms. I also agree to read and comply with all policies adopted by First-St. Andrew's. I understand that compliance with this Code is a condition of employment.

I understand that if I fail to comply with this Code or other published policies of First-St. Andrew's or applicable laws, it will be addressed and I may be subject to disciplinary action, including a warning, revision of responsibilities, suspension, or dismissal.

I understand that First-St. from time to time may issue policies which also govern employee conduct. All of these other policies are incorporated by reference into this Code of Conduct.

I confirm that I will comply with all provisions of the Code of Conduct.

Name: _____

Signature: _____

Date: _____

5.8 Acknowledgement Form	
Approval Meeting:	Approval Meeting: Mar 26 (Council)
Previous Version Date	Version Date: V1-Mar 26, 2012
Committee Responsible:	Ministry and Personnel